



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

March 26, 2014

Karen Klouse
804 No. Jefferson
Mason City, IA 50401

Dear Child Care Provider,

This letter is in regards to the March 26, 2014 compliance check of your Level B, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

- ☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards.
- ☐ 110.5(1)e All accessible electrical outlets are safely capped. (need to cap multiple outlets)
- ☐ 110.5(1)e All electrical cords are properly used. This means not found under rugs, over hooks, through door openings, etc. (teather cords)
- ☐ 110.5(1)f Combustible materials are kept away from furnaces, stoves, gas dryers, or water heaters. (move cans four feet from furnace)
- ☐ 110.5(1)h A safe outdoor play area is maintained in good condition throughout the year.
- ☐ 110.5(1)h Is fenced off when located on a busy thoroughfare or near a hazard.
- ☐ 110.5(1)k Fire and tornado drills are practiced monthly and documentation kept. (need to practice and document)
- ☐ 110.5(1)n Has a minimum of one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway. (add in bathroom)
- ☐ 110.5(1)n Each smoke detector has been installed according to manufacturer's recommendations.
- ☐ 110.5(1)n Each smoke detector is tested monthly, and a record is kept for inspection purposes. (document)
- ☐ 110.5(1)q All dogs and cats have annual examinations. Records of the exams are on file and must verify that routine immunizations are current and animal is free of endo and ecto parasites. (need worm statement)

☐ 110.5(2)a A physician's signed statement of health and immunization status on the provider and all members of the household who may be present when children are in the home. Statements must be obtained at the time of initial registration and updated every two years. (need immunization for Karen and Corey)

☐ 110.5(2)b Two hours of approved child abuse and neglect mandatory reporter training (and every 5 years thereafter.) (expired 11/2013)

☐ 110.5(2)c An individual file is maintained for each staff assistant and contains: (needs)

☐ 110.9(1)b Of these six children, not more than four children who are 24 months of age or younger are present at any one time.

☐ 110.9(1)b Of the four children under 24 months of age, no more than three may be 18 months of age or younger. (four children under 18 mos – must reduce to three within two weeks)

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations within the next 45 days.**

Please work with Tawny at CCR&R to understand number requirements for children. Also work on getting assistant approved. Also important to note mold issue requirements and follow up to this worker.

☐ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. This visit will occur after the 45 day time period has elapsed.

Please do not hesitate to contact me at DHS at 641-421-1219 if you have any questions regarding this letter.

Sincerely,

Amanda Nash
Social Worker II

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 641-424-9559.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by

going to http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).